



Adult Course Guide

Retrain for your Future

Macclesfield College
A Macclesfield Learning Zone partner



If you're aged 19 or over and want to update your skills, re-train for a new career or just get back into learning, Macclesfield College has a wide range of courses for you. The College has state-of-the-art facilities including industry-standard training areas for creative subjects and ECAT, one of the best aerospace training centres in the UK.

Most courses start in January, April or September, but many are available on a flexible start.



Part-time Professional and Work-related Qualifications

We offer a wide range of part-time courses (from Level 1 to Level 4 - Degree level), many of which run in the evenings to allow you to gain a nationally recognised qualification whilst working full-time. Contact us today for your copy of our latest course guide or download it from www.macclesfield.ac.uk

Areas include:

Art & Design Ceramics (City & Guilds), Digital Photography, Drawing & Painting, Graphic Design, Photography, Web Design

Beauty Therapy, Hairdressing & Holistic Therapies Aromatherapy/Body Massage, Barbering, Beauty Therapy, Hairdressing, Heat Treatments/Hot Stone Therapy, Reflexology, Sports Massage, Using Therapy Techniques to Manage Stress

Business BTEC Business, Customer Service

Administration Business Administration NVQs, Medical Reception

Accounting Book Keeping, Computerised Accounts, NVQs in Payroll Administration, AAT courses

Marketing & Management Business Improvement Techniques, CIPD, CIM, ILM and NVQs in Management/Team Leading, Project Management

Cookery, Catering & Hospitality BIIAB Personal Licence Certificate, General Health and Safety, NVQs in Food Prep and Cooking, Patisserie and Confectionery

Engineering Manufacturing (CAD/Parametric Modelling), Aircraft Maintenance Engineering, Mechanical Engineering, Abrasive Wheels Training and Electrical Engineering (City & Guilds in: Electrical Installation Engineering, Security Alarms, Wiring Regs, PAT, Inspection and Testing, Electro Technical Building Services)

Health & Safety IOSH, Manual Handling, NEBOSH, Risk Assessment

Health & Social Care Counselling Skills, Sign Language and NVQs in: Care and Caring for Children & Young People, Registered Care Managers

Computing & Information Technology CLAIT, ECDL, Equals, ITQ Users (NVQ), Log on to IT

Languages Various levels (including selected GCSEs and A Levels): Chinese, French, German, Greek, Italian, Japanese, Portuguese, Spanish

Teaching & Learning Assessor and Verifier Awards, Childcare Learning and Development, CTLLS, PGCE/Certificate in Education, Playwork, PTLLS, Supporting Teaching and Learning



Skills for Life

Skills for Life courses focus on everyday maths and English allowing you to 'get on' at work or progress to further study. Classes are supportive and small allowing you to progress quickly in a friendly atmosphere. Courses range from beginner to Level 2 (equivalent to GCSEs).

If English is not your first language, we also offer courses at various levels in English for Speakers of Other Languages (ESOL)

GCSEs

- English Language
- Law
- Maths
- Science

Gateway Courses

These daytime courses fit around your personal commitments such as a part-time job or the school run and lead to nationally recognised qualifications that will help you change jobs or return to employment.

- AAT Accounting (Level 2 & 3)
- BTEC First Diploma Business (Level 2)
- Teaching Assistants (Level 2)

Apprenticeships

Our range of Apprenticeship programmes provide adults of all ages with the chance to work and study for nationally recognised qualifications at the same time. A wide range of programmes is available across various industry sectors:

- Accounting and Payroll
- Business Administration
- Catering and Hospitality
- Customer Service
- Early Years, Care and Education
- Engineering – Aircraft, Electrical Installation and Mechanical Engineering
- Hairdressing
- Health and Social Care

If you would like to discuss Apprenticeships for yourself or your business contact our Business Unit on **01625 410022** or businessunit@macclesfield.ac.uk

Business Training and Train to Gain

Through the Train to Gain initiative businesses can often get the training they need to improve staff productivity through nationally recognised qualifications at NO COST to either employer or employee. Courses include NVQs and Skills for Life courses in a wide variety of areas. For information contact our Train to Gain Coordinator on **01625 410000** ext 502.

We work closely with businesses to carry out free Training Needs Analysis and design and deliver bespoke training courses at times and locations to suit your business. Contact our Business Unit on **01625 410022** or businessunit@macclesfield.ac.uk

For further information or advice call our Customer Services Team on **01625 410002** or visit www.macclesfield.ac.uk for course information and details of forthcoming adult learner events.

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Higher Education



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The information in this guide is considered to be accurate at the time of publication. However, the College will not accept responsibility for any errors or omissions. The College reserves the right to withdraw any course or make alterations to any course, as appropriate.

Access to Higher Education

These courses will help you to get into university or onto a Foundation Degree programme even if it has been a while since you were in education or you don't have traditional qualifications. There are a wide variety of courses on offer such as Business and IT, Psychology and Science and you will have an individual study programme tailored to your needs.

Foundation Degrees

Foundation Degrees are university level courses that blend academic study with work based learning. They are validated by Manchester Metropolitan University and on completion you have the opportunity to study at university for an extra year (two years part-time) to gain a full Honours Degree. Groups are small and the full-time and part-time options make Foundation Degrees a more affordable choice than university.

- Aircraft Maintenance Engineering
- Business Accounting Management
- Business and Information Technology Management
- Business Management
- Creative Arts for Employment
- Early Years
- Electrical Engineering
- Graphics and Digital Media
- Mechanical Engineering
- Public and Community Services
- Sport, Coaching and Fitness
- Supporting Teaching & Learning (Teaching Assistants)

From September 2010:

- Arts, Culture and Heritage Industries
- Contemporary Photography
- Event Management
- Forensic Science
- Hospitality Management
- The Outdoor, Action and Adventure Industries
- Travel and Tourism Management

'Full-Time' Courses

Although classed as full-time, these courses often allow students to have a part-time job and earn money whilst studying.

Hair, Beauty & Holistic Therapies

- Barbering (NVQ 2)
- Beauty Therapy (NVQ 1, 2 & 3)
- Hairdressing (NVQ 1, 2 & 3)
- Holistic Therapies (VTCT Diploma)
- Media Make-up (VTCT)
- Sport and Fitness Therapies (VTCT)

Art & Design

- Adult BTEC First Diploma in Art & Design
- Foundation Studies in Art & Design (Pre HE)

Catering & Hospitality

- BTEC First Diploma in Hospitality
- Food and Drink Service (NVQ 2)
- Professional Cookery (Preparation & Cooking) (NVQ 2 & 3)

Engineering

- BTEC First Certificate/Diploma in Manufacturing Engineering (Level 2)
- BTEC Introductory Diploma in Engineering (Level 1)
- BTEC National Award/Certificate in Engineering (Level 3)
- BTEC National Certificate in Operations and Maintenance Engineering (Level 3)
- Performing Engineering Operations (NVQ 1 & 2)

Aerospace Engineering

(the College is CAA Part-147 approved)

- BTEC National Certificate/Diploma in Aerospace Engineering (Level 3)
- European Aviation Safety Agency (EASA) Part 66 Aircraft Maintenance Engineers' Licence Training (A1 and B1.1)
- Human Factors Initial and Continuation Training Courses (EASA Part 21 and 145 requirements)

Electrical Engineering

- BTEC National Certificate in Electrical/Electronics (Level 3)



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